

# **TOWN OF DAVIE**

## **TOWN COUNCIL AGENDA REPORT**

**TO:** Mayor and Councilmembers

**FROM/PHONE:** Herb Hyman/797-1016

**SUBJECT:** Resolution

**AFFECTED DISTRICT:** n/a

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NUMBER 3 TO THE CONTRACT BETWEEN THE TOWN AND FIRST VEHICLE SERVICES FOR GARAGE MAINTENANCE OPERATIONS, AND PROVIDING FOR A TARGET BUDGET.

**REPORT IN BRIEF:** The Town has a contract with First Vehicle Services for maintenance of the Town's fleet which was approved by Resolution R-2003-55. Each year the contract's target amount needs to be renegotiated to reflect changes resulting from the Consumer Price Index (CPI) and increases/decreases to the size of the Town's fleet. The contract amendment reflects a 3.6% increase as documented by CPI. In addition, there is a request for an additional mechanic needed because of the increase in the size of the Town's fleet. There were some additional terms that the Town was able to negotiate into the contract. These additional terms include: a) a forty-eight (48) hour response time on any fleet maintenance software issues, b) an EVT technician to accompany the Fire Department staff to inspect the building of fire equipment at the vendor's shop, and c) First Vehicle Services (FVS) will assist the Town in securing fuel during an emergency. FVS is able to do this because they have contracts with other municipalities throughout the United States and can ship fuel from a non-effected area.

**PREVIOUS ACTIONS:** Not applicable

**CONCURRENCES:** The amendment to this contract was negotiated by the Procurement Manager, the Budget & Finance Director, and the Assistant Town Administrator.

**FISCAL IMPACT:**

Has request been budgeted? yes

If yes, expected cost: \$1,254,062.00

Account Name: Vehicle Maintenance-Contractual Repairs Account

Additional Comments: Not applicable

**RECOMMENDATION(S):** Motion to approve the resolution.

**Attachment(s):**

Amendment Number 3

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NUMBER 3 TO THE CONTRACT BETWEEN THE TOWN AND FIRST VEHICLE SERVICES FOR GARAGE MAINTENANCE OPERATIONS, AND PROVIDING FOR A TARGET BUDGET.

WHEREAS, the Town awarded a contract for garage maintenance operations by Resolution R-2003-55; and

WHEREAS, amendments are required to accommodate changes to the contract and to adopt negotiated annual target budgets; and

WHEREAS, the Town has negotiated a new target budget as described in Attachment "A"; and

WHEREAS, after review, the Town Council wishes to authorize the Mayor to execute Amendment Number 3 to the contract between The Town and First Vehicle Services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council authorizes the Mayor to execute Amendment Number 3 to the contract between The Town and First Vehicle Services attached hereto and identified as Attachment "A".

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

Attest:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005

**AMENDMENT THREE TO THE  
CONTRACT FOR FLEET MAINTENANCE AND MANAGEMENT SERVICES BETWEEN  
THE TOWN OF DAVIE, FLORIDA  
AND  
FIRST VEHICLE SERVICES, INC**

**WHEREAS**, the Town of Davie, Florida (Town) and First Vehicle Services, Inc (Contractor) entered into a Fleet Maintenance Services Contract on December 1, 2002 (Contract).

**WHEREAS**, the Town and Contractor now desire to amend the Contract this 1st day of December, 2005 by and between the Town of Davie, Florida (the "Town") and First Vehicle Services, Inc (the "Contractor").

**NOW, THEREFORE**, in consideration of the mutual benefits, rights and obligations derived from the Contract, the Town and the Contractor hereby agree to amend and reaffirm the Contract as follows:

1. Target Price

(a)	Personnel costs:	\$590,911
(b)	Parts/supplies/outside Services:	\$484,832
(c)	Overhead expenses:	\$ 53,173
(d)	Corporate Administrative costs and fees:	\$ 62,573
(e)	Corporate Management fee:	<u>\$ 62,573</u>
		\$1,254,062

The Approved Budget for the contract term December 1, 2005 through November 30, 2006 is One Million, Two Hundred Fifty-Four Thousand, Sixty Two dollars (\$1,254,062).

2. First Source – The Contractor shall respond within forty-eight (48) hours to any Contractor fleet maintenance software issues.

3. The Contractor shall provide an EVT technician to accompany the Davie Fire Department to inspect the build of their equipment at Original Equipment Manufacturers. The Contractor shall pay the technician eight (8) hours per day. The Town of Davie shall pay for the technicians' expenses and any overtime if required.

4. The Contractor shall assist the Town in securing fuel during emergencies. The Town shall be responsible for paying the fuel company directly.

Except as expressly amended by this document, the Contract as previously amended remains in full force and effect and legally binding upon the Town and the Contractor.

**WITNESS:**

**FIRST VEHICLE SERVICES, INC**

\_\_\_\_\_

\_\_\_\_\_  
**J. Michael Bloss, President,  
First Vehicle Services, Inc.**

**WITNESS:**

**TOWN OF DAVIE, FLORIDA**

\_\_\_\_\_

**BY:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**DATE:** \_\_\_\_\_

DAVIE  
WORKSHEET  
11/9/2005

	Contract	3.60% Proposed Increase	Labor Proposed Increase	Contract
	Dec-04 Nov-05	Dec-05 Nov-06	Dec-05 Nov-06	Dec-05 Nov-06
Parts	467,985	484,832		484,832
Labor	524,300	543,175	47,736	590,911
Overhead	51,325	53,173		53,173
Admin	58,095	60,186	2,387	62,573
Mgmt	58,095	60,186	2,387	62,573
	1,159,800	1,201,553		1,254,062
Increase		41,753		94,262

<u>Veh &amp; Equip Increase</u>	
Nov-03	722
Nov-04	786
Nov-05	819

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